

Career and Technical Education

Fiscal Activity Schedule for 2005-06

The following information is utilized in planning, supervising and reimbursing programs. Where possible, data collection is coordinated with DPI. We ask your cooperation in providing complete and accurate data.

<u>Date</u>	
July 1, 2005	New Fiscal Year
September	
2	FY2006 State Funded Revised Budget Forms sent to schools
16	State Funded Revised Budget Forms due at CTE office School's Master Teaching Schedules due at CTE office
October	
3	FY2006 Carl Perkins Revised Budget Forms sent to schools
31	Carl Perkins Revised Budget Forms due at CTE office FY2006 Equipment and Instructional Materials Form (SFN 15263) due at CTE office
February	
1	FY2006 Equipment and Instructional Materials must be purchased
March	
1	Allocations for FY2007 Carl Perkins Funding determined
April	
3	FY2007 State Funded and Carl Perkins Annual Plans sent to schools
13	FY2007 State Funded Annual Plans due at CTE office New Program Requests due at CTE office
27	FY2007 Carl Perkins Annual Plans due at CTE office FY2007 Equipment and Instructional Materials Form (SFN 15263) due at CTE office
May	
1	FY2006 State Funded and Carl Perkins Reimbursement Claims sent to schools
31	FY2006 State Funded Reimbursement Claims due at CTE office Advisory Committee Form (SFN 15256) and minutes for 2005-06 meetings due at CTE office
June	
15	Approved FY2007 State Funded and Carl Perkins Annual Plans sent to schools
18	FY2006 Carl Perkins Reimbursement Claims due at CTE office
29	End of Fiscal Year

Part-Time Adult Programs

1. The Annual Plan and Course Outline are due no later than five days after the first class session.
2. Minimum of 6 students required. (Fewer than 6 are allowed if a special course is offered and prior approval is granted by the appropriate supervisor.)
3. The Reimbursement Claim and Enrollment Report are due upon completion of the program.